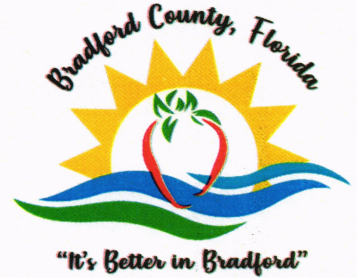


BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

April 18, 2019
County Commission Chambers
945 North Temple Avenue
Starke, FL 32091
Regular Scheduled Meeting
6:30 p.m.



PRESENT: Commissioner District 5 Chairman Frank Durrance
Commissioner District 3 Vice-Chairman Chris Dougherty
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 2 Commissioner Kenny Thompson
Commissioner District 4 Commissioner Danny Riddick

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Allen Parrish, Emergency Medical Services Director; Dean Bennett, Facility Maintenance Director; Sheriff Smith; Jason Dodds, Road Superintendent; Mark Crawford, Press; Bennie Jackson, Solid Waste and Mosquito Control Director; Kelley Canady, Community Development Director; Ian Waters, I.T. Technical Systems Administrator; Tyler Roddenberry, I.T. Manager; Ben Riggs, I.T. Support Specialist; Shane Thornton, Assistant Director of Facility Maintenance; and Wendy Russell, Deputy Director of Emergency Management.

CALL TO ORDER: Chairman Durrance called the meeting to order at 6:30 p.m.

1. PUBLIC COMMENTS ([Forms](#)):

Chairman Durrance recognized the following individuals who presented comments on the subject matter(s) noted.

Lon Adkins

- Volunteer Fire Services

Paul McDavid

- Volunteer Fire Services

Tommy Tatum

- Volunteer Fire Services
- Hybrid Fire System
- Proposed Fire Assessment

Billy Rehberg

- Volunteer Fire Services
- Proposed Fire Assessment
- Need for a social media page for the county.

Paul Still

- Management of the USDA EWP Grant
- Item "H" on the Consent Agenda
- Hiring Outside Legal Counsel to Avoid Litigation

Mitchell Gunter

- Proposed Fire Assessment
- Cost of the New Fire Station

(This item was not on the agenda, but permitted by Chairman Durrance.)

PRESENTATION BY VICTOR CORA, a Florida Partnership Specialist with the Atlanta Regional Census Center

Chairman Durrance recognized Mr. Cora, who made a presentation regarding the 2020 Census. Census data determines the number of representatives each state gets in congress and federal dollars are distributed based on census data. For every 100 persons who are not enumerated in the county, you lose \$1.4 million in appropriation over a 10-year period. The data collected in the 2020 census will be used for 10 years. Mr. Cora encouraged the county to form a "Complete Count Committee" to help enumerate as many people in the county to get the most accurate and complete count possible. He briefly explained what a "Complete Count Committee" is and who should serve on the committee.

In response to inquiry by Vice-Chairman Dougherty, Mr. Cora briefly reviewed the time tables of events leading up to the census and the census process itself.

2. CONSENT AGENDA

- A. RETROACTIVE APPROVAL (Signed by Chairman Durrance on 04-01-19 to meet application deadline of 04-15-19) OF CAREERSOURCE NORTH CENTRAL FLORIDA APPLICATION FOR SUBSEQUENT LOCAL WORKFORCE DEVELOPMENT AREA DESIGNATION
- B. REQUEST TO REFER DELINQUENT EMS ACCOUNTS IN THE AMOUNT OF \$76,169,07 TO GILA CORPORATION FOR FURTHER COLLECTION EFFORTS
- C. RENEW ANNUAL SUBSCRIPTION AGREEMENT WITH ALADTEC, INC. FOR ONLINE EMPLOYEE SCHEDULING AND WORKFORCE MANAGEMENT
- D. MINUTES OF 03-21-19 REGULAR MEETING
- E. INVENTORY SURPLUS LIST
- F. CONSIDER APPROVAL OF A VISA COMMUNITY CARD APPLICATION TO REPLACE CREDIT CARDS THROUGH CAPITAL CITY BANK TO NOW INCLUDE A CASH REWARDS PROGRAM TO HELP OFF SET THE MONTHLY CREDIT CARD BILL
- G. S.H.I.P.—PURCHASE ASSISTANCE-SUBORDINATION AGREEMENT (Sweeten)

- H. **CONSIDER RETROACTIVE APPROVAL** (Approved/signed by Chairman Durrance on 03-21-19) OF SOUTHERN DISASTER RECOVERY, LLC—CHANGE ORDER NO. 2, ADDING FUNDS TO THE TOTAL CONTRACT PRICE IN THE AMOUNT OF \$342,000.00 (Funding available in the USDA grant). THE BoCC APPROVED THE SCOPE OF WORK ON 03-21-19
- I. **CONSIDER RETROACTIVE APPROVAL** (Approved/Signed by County Manager Brad Carter on 04-11-19) OF CHANGE ORDER NO. 2 FOR A 14-DAY TIME EXTENSION ON S.E. 150th ST. ROADWAY CONSTRUCTION PROJECT. NEW SUBSTANTIAL COMPLETION DATE 04-29-19

Following brief discussion on *Items “B”, “H”, and “I”*, Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the Consent Agenda in its entirety.**

3. PAYMENT OF BILLS—Commissioner Chandler:

*Commissioner Chandler Moved, Seconded by Commissioner Thompson, and **carried 5-0, to approve payment of the bills.*** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)

4. COUNTY ATTORNEY REPORTS—Will Sexton:

- A. **RESOLUTION—Authorizing Execution of Agreement with FDOT for Sidewalk Project #433991-2-58-01**

Mr. Sexton read the resolution by title and presented it for consideration.

*Vice-Chairman Dougherty moved, seconded by Commissioner Chandler, and **carried 5-0, to adopt the Resolution.*** ([Resolution No. 2019-21.](#))

(Moved to item “7D” on the Agenda):

DISCUSSION AND APPROVAL OF FIRE SAFETY INSPECTION SERVICE FROM EITHER OF THE FOLLOWING AVAILABLE VENDORS

- i. **Northeast Florida Inspection Service, LLC - \$0.00 to \$100.00 (flat fee) for various fire safety inspection services**
- ii. **Universal Engineering Sciences, Inc. - \$90.00 or more per hour for any fire safety inspection services.**

RECOMMENDED ACTION: **Approve a vendor for the county to utilize for fire safety inspection services.**

Mr. Sexton advised that following the departure of Mr. Ware tomorrow, the county will need to procure the services of a licensed fire inspector to comply with *Chapter 633, Florida Statutes* to insure that the required inspections and plans review for proposed development projects are not delayed. Staff has obtained information concerning three (3) temporary options for the Board to consider; i and ii above, and a third option that developed since the publication of the agenda, which is to hire a part-time employee. There is a local gentlemen (Mr. Christopher Cooksey) who has the appropriate licenses and who has indicated to the county that he would be willing to become a part-time employee.

Discussion ensued which was not limited to but included:

- The number of and types of inspections.
- Cost analysis for hiring a part-time employee.
- The cost effectiveness of each option.

Mr. Carter stated that it would be easier to control the cost by hiring a part-time employee, working by the hour.

- What to do in the interim.
 - a. Universal Engineering under current contract.
 - b. Mr. Chip Earls, Fire Marshal for the City of Starke
- Advertising an RFQ/RFP for the services.

Mr. Sexton advised that the county currently uses Universal as a temporary fill-in for building inspections when Mr. Rod Crawford is not available. Individual engagements on an as-needed basis do not rise to the dollar threshold of the purchasing policy to require an RFQ.

*Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and **carried 5-0**, to authorize staff to use all three options on a temporary basis; investigate which is the most cost effective and report the findings to the Board.*

Vice-Chairman Dougherty added that at some point, there needs to be a negotiated rate with all three.

5. SHERIFF REPORTS—Gordon Smith:

Sheriff Smith announced that Bradford County was featured in the Sheriff's Association All Points Bulletin for the active shooter training recently held at the high school. He distributed copies of the bulletin and thanked all the parties involved who contributed to the success of the training.

Sheriff Smith provided a status summary on the Hurricane Irma reimbursement process ([handout](#)). The estimated difference in expenditures versus anticipated reimbursements is approximately \$350,000.00, in favor of the county.

A. CONSIDER APPROVAL OF AN INVOICE FROM SMARTCOP IN THE AMOUNT OF \$44,537.00 FOR ANNUAL SERVICES TO THE SHERIFF'S OFFICE

(IGCF approved 04-04-19)

ASSOCIATED COST: \$44,537.00

RECOMMENDED MOTION: "Approve the invoice from SmartCop in the amount of \$44,537.00 for annual services to the Sheriff's Office."

Sheriff Smith presented the invoice for consideration.

*Commissioner Riddick moved, seconded by Vice-Chairman Dougherty, and **carried 5-0**, to approve the [invoice for SmartCop](#) in the amount of **\$44,537.00**.*

B. CONSIDER APPROVAL OF AN INVOICE FROM SMARTCOP IN THE AMOUNT OF \$5,528.00 FOR ANNUAL SERVICES TO THE STARKE POLICE DEPARTMENT (IGCF approved 04-04-19)

ASSOCIATED COST: \$5,528.00

RECOMMENDED MOTION: "To approve the invoice from SmartCop in the amount of \$5,528.00 for annual services to the Starke Police Department."

Sheriff Smith presented the invoice for consideration.

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve \$5,528.00 for annual services to the Starke Police Department.***

C. REQUEST FOR DISBURSEMENT FROM THE JAIL MAINTENANCE AND MEDICAL EMERGENCY SET-ASIDE ACCOUNT IN THE AMOUNT OF \$405,323.12

ASSOCIATED COST: \$405,323.12

RECOMMENDED MOTION: If the Board desires to approve the request, the following motion should be made:
"To approve a request made by the Sheriff's Office for disbursement from the Jail Maintenance & Medical Emergency set-aside account in the amount of \$405,323.12."

Chairman Durrance announced the removal of this item from the agenda.

D. CONSIDER APPROVAL OF A PROPOSAL FROM SUMMERILL LAW FIRM, PLLC FOR CALCULATING AND NEGOTIATING A NEW PER DIEM RATE FOR HOUSING PRISONERS IN THE BRADFORD COUNTY JAIL

ASSOCIATED COST: \$22,500.00 (Firm fixed fee)
Phase One: \$10,500.00 paid upon successful submission of USMS proposal. If the Sheriff chooses not to submit the new USMS proposal prepared by Summerill, NO FEE shall be paid to Summerill.
Phase Two: \$12,000.00 after execution of new USMA.

RECOMMENDED MOTION: If the Board desires to approve this request, the following motion should be made:
"To approve the proposal provided by Summerill Law Firm, PLLC for calculating and negotiating a new per diem rate for housing U.S. Marshals Service (USMS) prisoners in the Bradford County Jail."

Sheriff Smith presented the proposal for consideration. Mr. Sexton and Mr. Carter have reviewed the proposal.

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the proposal.***

E. RESOLUTION—Confirming Proclamation of a Local State of Emergency (April 3-9)

Ms. Russell reported that Lt. Shuford was unable to attend the meeting as he is attending a ceremony in Daytona accepting an award on the county's behalf for "Project of the Year" from the American Public Works Association in regards to the Sampson River Flood Abatement Project. The project will also be considered for a national award. The final inspection for the project is scheduled for tomorrow morning.

Ms. Russell announced the possibility of severe weather scheduled to make its way through the county tomorrow. Emergency Management will closely monitor the situation.

Ms. Russell read the resolution by title and presented it for consideration.

*Commissioner Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to adopt the resolution.** ([Resolution No. 2019-22.](#))*

F. RESOLUTION—Confirming Proclamation of a Local State of Emergency (April 10-16)

Ms. Russell read the resolution by title and presented it for consideration.

*Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and **carried 5-0, to adopt the resolution.** ([Resolution No. 2019-23.](#))*

G. RESOLUTION—Confirming Proclamation of a Local State of Emergency (April 17-23)

Ms. Russell read the resolution by title and presented it for consideration.

*Commissioner Riddick moved, seconded by Commissioner Thompson, and **carried 5-0, to adopt the resolution as read.** ([Resolution No. 2019-24.](#))*

Sheriff Smith presented comments supporting volunteer firefighters and stated his perspective for a successful Fire Department. Sheriff Smith affirmed his willingness to serve in whatever capacity the Board desires.

Chairman Durrance, Vice-Chairman Dougherty and Commissioner Thompson presented comments, making reference to their duties and responsibilities, and their expectations for Monday's workshop on the Fire Department.

6. CLERK REPORTS—Clerk Norman: None.

7. COUNTY MANAGER REPORT—Brad Carter:

A. REQUEST PERMISSION TO SELL A PIECE OF EQUIPMENT LOCATED AT THE ROAD DEPARTMENT (JOHN DEERE 6110 WITH ALAMO SIDE BOOM) TO BEARD EQUIPMENT COMPANY IN THE AMOUNT OF \$65,000.00—Jason Dodds, Road Superintendent:

ASSOCIATED COST: \$65,000.00

RECOMMENDED MOTION: If the Board desires to approve this request, the following motion should be made:
"To sell a John Deere 6110 with Alamo Side Boom to Beard Equipment Company in the amount of \$65,000.00"

Mr. Dodds presented the request. *Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the request**.*

B. REQUEST PERMISSION TO LEASE A JOHN DEERE 331G (Skid Steer Loader)—TOTAL BASE PRICE \$73,500.00 WITH A 36-MO./3,000-HOUR LEASE PAYMENT OF \$1,298.00—Jason Dodds, Road Superintendent:

ASSOCIATED COST: Total base price \$73,500.00 with a 36 mo./3,000-hour Lease Payment of \$1,298.00

RECOMMENDED MOTION: If the Board desires to approve this request, the following motion should be made:
"To lease a John Deere 331G (Skid Loader) with a 36 mo./3,000-hour lease payment of \$1,298.00."

Mr. Dodds presented the request. He requested to change the monthly payments to annual payments of \$15,576.00 instead.

*Commissioner Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the request**.*

C. CONSIDER PURCHASING THE FOLLOWING PIECES OF EQUIPMENT TO ATTACH TO A JOHN DEERE 331G(Skid Steer Loader)—Jason Dodds, Road Superintendent:

i. RS72 Extreme Duty 72" Rotary Mower - \$11,025.00

ii. GR84B Rock and 84" Brush Grapple - \$3,955.00

RECOMMENDED MOTION: If the Board desires to approve the purchase of both pieces of equipment, two separate motions should be made as follows:
--"To purchase a RS72 Extreme Duty 72" Rotary Mower for \$11,025.00"
--"To purchase a GR84B Rock and 84" Brush Grapple for \$3,955.00"

Mr. Dodds presented the request.

Following brief discussion, *Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve Item C. i. and ii.***

Clerk Norman recommended paying for these items with Fiscally Constrained funds rather than the Road Department budget.

D. DISCUSSION AND APPROVAL OF FIRE SAFETY INSPECTION SERVICE FROM EITHER OF THE FOLLOWING AVAILABLE VENDORS

- iii. **Northeast Florida Inspection Service, LLC - \$0.00 to \$100.00 (flat fee) for various fire safety inspection services**
- iv. **Universal Engineering Sciences, Inc. - \$90.00 or more per hour for any fire safety inspection services.**

RECOMMENDED ACTION: **Approve a vendor for the county to utilize for fire safety inspection services.**

(Handled earlier in the meeting.)

E. REQUEST PERMISSION TO ADVERTISE FOR BIDS ON CULVERTS (Metal and Plastic)

Mr. Dodds presented the request.

*Commissioner Riddick moved, seconded by Vice-Chairman Dougherty, and **carried 5-0, to advertise for bids for culverts, both metal and plastic.***

8. COMMISSIONERS' COMMENTS:

Commissioner Riddick:

- Presented comments on the true meaning of Easter.

Vice-Chairman Dougherty:

- In the spirit of accountability, he would like evaluations performed on the County Manager, the Deputy County Manager and the County Attorney. He will get something together and move forward.

9. CHAIRMAN COMMENTS—Chairman Durrance:


Chairman Durrance stated that the tragedy of making mistakes is not learning from them. The events of late have been a learning experience. All of the questions have not been answered, but he feels the Board has a better understanding of where the county needs to be. He has positive expectations for Monday's workshop to discuss the Fire Department. The attendance at the recent meetings is evidence that citizens are concerned about the county.

Vice-Chairman Dougherty encouraged citizen involvement in all County Commission meetings, specifically making reference to Monday's workshop on the Fire Department.

Clerk Norman added that it comes down to working together as a team in whatever the situation may be.

ADJOURN: There being no further business, the meeting adjourned at 7:48 p.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**



FRANK DURRANCE, CHAIRMAN

ATTEST: 

RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by Marlene Stafford, Deputy Clerk

Minutes approved by BOCC at the Regular Scheduled Meeting of 5-16-19